IN A FLASH

The Office of Sponsored Projects and Contract & Grant Accounting Newsletter   **May 2019 Edition**

All About Summer!
Fun Facts

School's out. Vacation planning is in the works. The weather is changing, and you can already start feeling the warmth of summer. Whether your plans include staying close to home, going on a vacation, or taking a road trip, please enjoy the following fun facts about summer!

1. The first modern Olympic Games were held in the summer in 1896 in Athens, Greece.
2. The first day of summer is between June 20th and June 22nd every year. The first day of summer is called the summer solstice, and the day varies due to the Earth's rotation not exactly reflecting our calendar year.
3. The last day of summer is September 20th.
4. Watermelon is one of summer's best summer treats. Did you know that watermelons are not a fruit, but a vegetable instead? They belong to the cucumber family of vegetables.
5. The Eiffel Tower grows in the heat of the summer. Due to the iron expanding, the tower grows about 6 inches every summer.
6. If you love ice cream, the summer season should be your favorite. July is national ice cream month.
7. Another interesting fact about summer is that television shows used to only be reruns during the summer months. The idea being that everyone was outside enjoying the weather.
8. A June fun fact is that the month of June is named after the Roman goddess Juno.
9. The first women's bathing suit was created in the 1800's. It came with a pair of bloomers.
10. The "dog days of summer" refer to the dates from July 3rd to August 11th. They are named so after the Sirius the Dog Star. This star is in the constellation of Canis Major.
11. Frisbees, was invented in the 1870's as a pie plate, but in the 1940's, college students began throwing them around. They have since stopped being used for pie plates and are now a summertime staple.
12. For a July fun fact, Roman general Marc Antony named the month of July after Julius Caesar.
13. July is national blueberry month.
14. The longest day of the year is on the summer solstice.
15. Mosquitos are most prevalent during summer months. Mosquitos have been on earth for more than 30 million years.
16. Most theme and water parks are on a summer seasonal schedule. Most amusement parks have a full-time season from Memorial Day to Labor Day.
17. August was named after Julius Caesar's nephew. He had received the title of "Augustus" which means "reverend".
18. The first National Spelling Bee was held on June 17th, 1825.
19. More thunderstorms occur during summer than any other time of year. They also take place more commonly in the south east of England.
20. Ice pops were invented in 1905 by an 11-year-old boy.

All VitalChek Blogs, Vital Records

In This Issue

Grants Management Training

Training Online Link:

Learning Central Link

OVPR Training Page

If you have any questions regarding Grants Mgmt. Training or need Cayuse help, please contact:

osp@unm.edu

505-277-4186

Extending a Warm Welcome

Welcome, Yvonne!

Yvonne Mendoza has joined the Contract & Grant Accounting team as a fiscal monitor. Yvonne has over 13 years of accounting experience working at both The University of New Mexico and University of Texas El Paso (UTEP). She started at UNM in 2006 as an Accountant in Property Accounting. She also worked in University Services for 6 years, with a brief stint at UTEP as a Budget Analyst, then back to UNM as a temp employee in OSP. After OSP, Yvonne spent a year and a half as an Accountant 2 at HSC's Psychiatry Department, and most recently as an Accountant 2 with Radiology. Yvonne brings a wealth of information and experience from UNM, from both a central accounting perspective as well as a department perspective. We are very excited to have her as part of our team!

CGA Updates

Chrome River

Chrome River Approver Training for UNM Faculty and Staff is now available in Learning Central.

Chrome River Approver Training is designed to prepare university faculty and staff to better understand their roles and responsibilities when reviewing PCard reconciliations and reimbursement requests. Approvers will be better equipped to comply with UNM Administrative Policies.

The computer-based training will cover:

- Approver roles and general responsibilities per UNM policy
- Describe a fiscal review and a business operations review
- Review the specifics of the Chrome River approval process
- Demonstrate how to navigate reports in Chrome River

Chrome River Approver Training, course # CR 201, has been added to the learning plan of current Chrome River approvers as optional.

Effective immediately, completion of the **training is mandatory for new approvers** per UNM's Internal Audit recommendation.

For Chrome River questions, please contact
Mark Herrell at mherrell@unm.edu or Ryan Perry at rsperry@unm.edu.

CGA Updates (cont.)

Chrome River: Year End Dates

Departmental Expense Reports and Invoices for FY19
must be submitted by 6/30/19.

**********Everything submitted after 6/30 will post in FY20**********

Expense Reports and Invoices submitted by 6/30/19 must be
fully approved by Departments by Monday 7/8/19

Contract and Grants will review and approve by 7/12/19 to post in FY19

NOTE: Reports must be in an **approvable form**.

*****If returned for correction, this may cause your report to post
in FY20*****
**Please be sure to have a robust Business Purpose that answers the 5 W's
(Our number one reason for return!)**

Final PCard transactions with a transaction date through 6/30/19
must be submitted and approved by Departments by **7/10/19.**

Please refrain from combining FY19 and FY20 transactions **in the same
expense report**.

FY20 transactions are on or after July 1st

For Chrome River questions, please contact
Mark Herrell at mherrell@unm.edu or Ryan Perry at rsperry@unm.edu.

CGA Updates (cont.)

Effort Certification Reminders

The Effort Reporting Period for July 2018 – December 2018 began on March 18, 2019.

The Effort Certifications Due dates were April 17, 2019 for the pre-reviews and May 17, 2019 for the certifications. Delinquent emails are now going out for pre-reviews and certifications that haven't been completed. If you have any questions please send an email to maineffortrptng@unm.edu.

Also remember when pre-reviewing and certifying the employees' Effort Reports you will need to:

1. Click on the "Review or Certify Reports" tab
2. Click on "Advanced Search"
3. Select the below Attributes.
    a. Select the "Chart of Account Code" and type Upper Case "U" in the search field.
    b. Select the "Effort Period Code" and type "201802" in the search field.
4. Click "Go" at the bottom right hand of the screen.

Please keep in mind that the list of employees might take a few minutes to load.

If you have any questions, please contact CGA at (505)277-4721 or indexcga@unm.edu.

Proposal Team
NSF Advisory

Effective May 20, 2019, the Demographic Information site has moved from FastLane to "My Profile" in Research.gov. Please refer to the following for more information:

Last year, the National Science Foundation (NSF) made important changes to the way the research community registers for NSF accounts and maintains account and user profile information in FastLane and Research.gov. Please be advised that effective May 20, 2019, the Demographic Information site has moved from FastLane to the Research.gov Account Management site, so you can manage your profile data in one location.

For more information, please follow this link:
https://www.fastlane.nsf.gov/fastlane.jsp?t=0&idx=0

Award Team

Transfers of Awards from the University of New Mexico to Another Institution

New OSP guidelines on transfers of awards from UNM to other institutions:
http://osp.unm.edu/resources/award-transfer-notification.pdf

Final Technical and Final Progress Reports

Principal Investigators should be aware of the reporting schedule associated with each of their awards and should ensure that complete and accurate final reports are submitted in a timely manner.

Some federal agencies (e.g. NSF, DoE, NIH) require or permit final technical reports and progress reports to be submitted on line. Consult the award documents for specific requirements.

Failure to submit complete and accurate technical and progress reports could result in the agency withholding new funding for UNM and could jeopardize the PI's ability to obtain future awards if all previous awards are not in compliance.

If you have any questions, please contact OSP at (505)277-4186 or osp@unm.edu.

OSP Team Updates

Please remember that OSP submits NSF Proposals through FastLane, not Research.gov.

Click here to download the PI/Award Transfer Notification Form.

NIH Extramural Nexus

Salary Limitations

Sample Applications

Redesigned eRA Website

Pop Quiz Questions

Answers for the March 2019 pop quiz

1) b

2) a

3) b

From NIH Extramural Nexus Listserve

FY 2019 Salary Limitation for Grants and Cooperative Agreements

The Office of Personnel Management has recently released new salary levels for the Executive Pay Scale. Effective January 6, 2019, the salary limitation for Executive Level II is $192,300. Continue reading →

Sample Grant Applications, Summary Statements, and More

If you are new to writing grant applications, sometimes seeing how someone else has presented their idea can help as you are developing your own application. With the gracious permission of successful investigators, the National Institute of Allergy and Infectious Diseases (NIAID) makes available examples of funded R01, R03, R15, R21, SBIR/STTR, K, and F applications, summary statements, sharing plans, leadership plans, and more. Continue reading →

Redesigned eRA Website Provides New Resources

A newly revamped eRA website that serves as an informational gateway to applicants, grantees and reviewers was launched April 30. The site provides new and updated 'how-to' information on navigating eRA systems like eRA Commons, ASSIST, IAR, xTrain and xTRACT; intuitive navigation; and improved accessibility. Continue reading →

Pop Quiz

1. Prior approval from a federal agency is usually NOT needed when?

   a. The scope of work is changed.
   b. Personnel salaries are increased.
   c. The principal investigator is changed.
   d. Additional alterations costing more than $10,000 are made.

2. Which of the following delegates to grantees authorization of one-year, no-cost extensions?

   a. Expanded Authorities
   b. Cost Accounting Standards
   c. Public Law 106-107
   d. Code of Federal Regulations

3. A Notice of Award typically includes which of the following?

   a. Approval of facilities and administrative cost (indirect cost) rate
   b. Award terms and conditions
   c. Congressional approval
   d. Guarantees for continuation

Contact Us

Give us a call or visit our websites for more information about our services.

OSP
(505) 277-4186
osp.unm.edu

CGA
(505) 277-4721
cgacct.unm.edu

OSP is on Twitter. Please follow us @OSPUNM1.

Customer Service Feedback -- A survey link is embedded in all outgoing OSP Staff email. Please take the opportunity to tell us how we are doing.

If you have any questions or newsworthy items to share, please email them to the FLASH Editor, Jamey Cook